



**LOWELL SCHOOL COMMITTEE**  
**Henry J. Mroz Administration Office**  
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**Lowell, Massachusetts 01852**

**John J. Leahy**  
**Mayor and Chairperson**

**Facilities Subcommittee**

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**Andre P. Descoteaux**  
**Vice-Chairperson**

**Monday, September 27, 2021**  
**City Hall Council Chambers**  
**5:30 p.m.**

**Hilary Clark**  
**Michael Dillon Jr.**  
**Jackie Doherty**  
**Connie A. Martin**

Subcommittee Members Present: Chairperson Ms. Doherty, Mr. Descoteaux and Mr. Dillon

School Committee Members Present: Mr. Lay

School Department Personnel Present: Dr. James P. Hall, Chief Operating Officer  
Mr. Underwood, Director of Facilities

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Chairperson Doherty called the meeting to order at 5:32 p.m. The purpose of the meeting was to review the following:

- Discussion and Consideration of use of ESSER Funds

Mr. Underwood addressed the Subcommittee and informed them that the hope is that the district can address the many HVAC deficiencies. He stated in the report that after several meetings with the city, and given the current state of the HVAC equipment, the first course of action taken was to issue an RFP (Request for Proposals) # 21-13 "Lowell Public School System HVAC Assessment" on August 4, 2021. This proposal is to be prepared for all schools in the district (except for Lowell High School). The scope of this RFP includes:

- Review of the existing EMG Report for all schools.
- Detailed HVAC assessments that review both existing conditions of mechanical and building control systems with recommendations and costs to repair/replace.
- Unit Ventilator Evaluation
- Overall Building Ventilation and Filtration Air Measurements.
- Building Controls Systems Assessment with recommendations and costs to repair/replace.

- Evaluation and Report – to include summary and condition assessment, recommendations of repairs/replacements of systems, a 5- and 10-year prioritized masterplan of the HVAC/Controls Systems.

These reports will provide much of the necessary design work needed when determining the priority and scheduling of work to be completed. The City has received proposals from three firms that have met all of the qualifications required to competently complete the scope of work proposed and provide the guidance necessary to move forward these improvements. In the coming weeks, the firm will be selected and work will commence as soon as possible. Once the assessment is in hand with up to date cost estimates that are reflected in this round of the ESSER Federal Procurement Guidelines, prioritization and scheduling can occur and solicitation of bids to complete the work will take place, and in some cases, a project will be able to move directly to the application process for funding. In other cases, additional engineering and design may be necessary to meet the documentation required to move forward bid solicitation and with the application for funding. The work is expected to take the full three (3) years to complete. Mr. Underwood stated that the funding will only provide a partial solution to the much larger issue of aged mechanical equipment throughout the district. He stated he hopes to partner with the city and their new round of federal funding resources to attend to these many identified and urgent needs. Mr. Underwood stated that he is recommending that \$15.2 million dollars from the ESSER funds be put aside for facilities to deal with the HVAC issues in the schools. He stated that will help them do what is needed and he also stated that the roles between the City and Schools need to be clarified, although the relationship between the schools and the city is working well. He stated that historically the repairs/replacements for HVAC controls have been the school's responsibility and the city handles the mechanical issues.

Dr. Hall stated that he believes that the City Manager is planning a meeting next week with the Superintendent to discuss the use of ESSER funding.

The Subcommittee fully supported working on the HVAC systems across the district and receiving additional funds from the City.

Chairperson Doherty added that more information would be welcomed for next week's joint facilities subcommittee with the city.

**Mr. Dillon made a motion to accept the recommendation and to set aside the \$15,203,840 for facilities; seconded by Mr. Descoteaux. 3 yeas APPROVED**

**Mr. Descoteaux made a motion to adjourn at 6:02 p.m.; seconded by Mr. Dillon. 3 yeas APPROVED**

Respectfully submitted,

  
Dr. James P. Hall, Chief Operating  
Officer for Dr. Joel Boyd,  
Superintendent and Secretary, Lowell  
School Committee

JPH/mes